

GREAT AYTON PARISH COUNCIL

Minutes of the monthly Parish Council meeting held at The Discovery Centre on Tuesday 6th May 2025 following the 7pm Annual Parish Meeting.

Present: Cllr Blackmore (Part of meeting), Cllr Greenwell, Cllr Healy-Dufosse Belton, Cllr Kirk (Chair) and Cllr Mason.

In Attendance: Angela Livingstone (Clerk), Lee Marley (Cemetery and Services Superintendent), Cllr Heather Moorhouse and 2 residents.

25.42 Election of Chair and Declaration of Acceptance of Office

25.42.1 Cllr Mason proposed that Cllr Kirk continue in the position of Chair. This was seconded by Cllr Greenwell and agreed unanimously. Cllr Kirk stated that he was happy to continue for a further year due to the new Parish Councillors.

25.42.2 Cllr Kirk was appointed as Chair and signed the declaration of acceptance of office.

25.42.3 The Chair stated that to move forward a Vice Chair position could be added with a Councillor taking on more responsibility and looking to take on the Chair role in the future. Councillors agreed this action and Cllr Healy-Dufosse Belton proposed Cllr Mason be appointed to Vice Chair, this was seconded by Cllr Greenwell and Cllr Mason was appointed as Vice Chair.

24.43 Apologies for absence Apologies for absence were received from Cllr Baylin and Cllr Greer. The reasons for apologies were accepted. There were no declarations of interest. Cllr Blackmore had sent apologies that she would not be able to attend the whole of the meeting.

24.44 Approval of Councillor roles/committees

Councillors considered the appointments in place and **RESOLVED** that all Parish Councillors would continue as members of Captain James Cook Memorial Trust.

Cllr Blackmore and Cllr Healy Dufosse Belton would be appointed as members of GADC committee. Cllr Healy-Dufosse Belton may need to on occasion declare an interest due to his wife being employed by GADC but this was accepted. Clerk to inform GADC committee. There were no changes to the working parties which had been amended in October. Appointment of members to outside bodies – Cllr Mason agreed to take on representative on the Your Tees Catchment Partnership Living Leven Sub-Catchment, Clerk to forward previous minutes and support. It was agreed that there were to be no representatives for YLCA.

ACTION: Clerk

24.45 Approval of Policies

24.45.1 Policies to re-adopt (some changes from NALC) - Standing Orders and Financial Regulations. Code of Conduct and Complaints Policy (no changes) – **RESOLVED: Policies re-adopted.**

24.46 Review of Assets and arrangements for Insurance

To consider values insured. The Clerk informed that the current policy with Zurich had previously been approved until 2026 but she had some concerns on items not being covered on the insurance. It was agreed that the Buildings working party would look at the figures provided and report on this matter.

ACTION: Buildings working party.

25.47 Minutes from the Parish Council Meetings held on Tuesday 7th April 2025

It was **RESOLVED** to **APPROVE** the minutes of the Parish Council meeting held Tuesday 7th April 2025 as a true and accurate record. Minutes were signed by the Chair.

25.48 Police report

25.48.1 1st – 31st March 2025 - ASB Personal: 2, ASB Nuisance: 5, Criminal Damage: 3, Residential: 1, Theft (including from shops): 11. Total This Period: 22.

1st April – 30th April 2025 - ASB Personal: 2, Criminal Damage: 1, Theft (including from shops): 1, Violence Against the Person: 2, Other crimes: 1 – suspicious circumstances. Total this period: 7. Sergeant Ross had sent his apologies and a report.

Cllr Moorhouse informed that response times from 111 calls had improved since the inspection last year.

Cllr Blackmore joined the meeting.

- 25.49 Report from NYC Councillor** – Cllr Moorhouse informed that she was grateful that Newton Road was being re-surfaced by NYC, this was being worked on in three phases to limit the impact. Work was completed by an external contractor, and she was watching the progress. Cllr Greenwell praised the work being completed and it was agreed that the complaints received had only been in regard to the road being closed. The damage to the white bridge opposite The Buck which had been reported by the Parish Council had been swiftly repaired. Cllr Moorhouse informed that North Yorkshire Council had inherited many car parks across the districts and were looking at the parking and would at some point engage with the Parish Council regarding possible charging for parking at the High Green car park. She stated that there had been a press release from Twentys Plenty regarding reducing speed limits in Harrogate. She advised that the council were looking at all schools to ensure that the speed on roads around them were safe areas. Cllr Moorhouse had received complaints regarding the Angrove development and the lack of planning applications for works. She had requested enforcement.

Cllr Moorhouse left the meeting.

Councillors approved an agenda item be discussed out of order on the agenda to enable the two residents to speak at this point of the meeting.

25.53.1 Correspondence –

Request for GAPC team to install swift boxes at GADC – A resident stated that since she had made this request, she had found that the Discovery centre was not suitable and was looking at options. It was suggested that the Friends meeting house may suit requirements.

Concern on use of herbicides – Residents who were members of the Climate Action group and BUGs stated that there was a high use of weedkiller in the village especially towards the river and along the fence line at Waterfall Park. The Chair reminded that there was mixed opinion in the village on this matter with a desire to have the areas looking natural, but the team needing to manage the areas of land and ensure that machinery did not damage equipment. Mr Marley stated that he had received many complaints regarding Waterfall Park when this was left natural, residents felt that this was named a park and should be a park not a wildlife area with nettles around children playing. He reminded that the wildflower meadow and the area agreed in the cemetery were left and looked unsightly when overgrown. The resident asked for a discussion on the areas where there had been complaints and to see a policy on Biodiversity and reduce the use of weedkilling. She asked to be better informed on what the Parish Council did. The Clerk informed that the matter was discussed in detail when the green areas were being looked at with a view to the Parish Council taking on the maintenance. The Chair reminded that the Parish Council met monthly in public and anyone could attend and discuss concerns, and the minutes were published on the website. The resident felt that voluntary groups working in Great Ayton should be better informed and that biodiversity should be discussed. It was hoped by all that when social media and the website were updated that communication would be easier. The Clerk informed that it was hoped that someone from the Parish Council could attend some upcoming Biodiversity training to look at new legislation. The resident stated that the Parish Council should not just act on complaints but act more positively with groups. It was agreed that there were not as many volunteers on the BUGs group but that individuals were monitoring different areas in the village. The Clerk questioned the pile of debris at the left side of the Village Hall and was informed that this was a habitat pile which would rot down.

2 residents left the meeting.

25.50 Allotments

- 25.50.1 Update on COF application – The Chair advised that the bid for a grant was achieved and awarded subject to a number of issues. The development plans for the second piece of land up for sale were currently awaited, the owner did not wish to sell the allotments until they secured the sale of the second field. The Chair had been informed that an email was expected shortly regarding the development.
- 25.50.2 Update from Allotment Implementation Committee – No meeting held.
- 25.50.3 Allotment report – There had been a couple of complaints, Cllr Mason and the Clerk had met with the allotment tenant and were in the process of dealing with. An alternative plot was to be offered for the tenant who had requested a move, but an additional garden was not approved for a current tenant. A conversation was awaited with Cllr Baylin to discuss the installation of gates. This would be progressed in between meetings.
- ACTION: Clerk/Allotment working party**

25.51 Lease approval

Village Hall and Yatton House lease – Meeting held in April with Yatton House Trustees to discuss concerns on the lease. The Village Hall licence was awaited from the solicitor and had been chased.

ACTION: Chair / Clerk

25.52 Planning Matters

- 25.52.1 **Planning applications – Consultation Responses.** –Councillors discussed applications and the following was agreed.

Application ref / Address	Description of Works	Parish Council responses
ZB25/00610/FUL 88A Marwood Drive	Application for proposed rooflight, porch, walk-in bay windows, new door & windows & gravel drive	No observations
ZB25/00647/FUL 19 Roseberry Road	Proposed single storey extension to rear of house.	No observations
NYM/2025/0270 Wildlands, Aireyholme Lane	Application for construction of roof over detached garage	No concern, Application will be dealt with by NYMNPA officers.
ZB25/00209/FUL Yatton House Guisborough Road	Application to remove 10ft wooden shed and replace with 20ft new Cleveland containers standard container. Ground works to be completed to site the container onto to be carried out by company to comply with requirements.	Not discussed as this was a Parish Council application

25.52.2 Planning decisions by LPA – Noted

Application ref / Address	Description of Works
ZB25/00401/FUL 11 Romany Road	Proposed single storey rear extension, blocking of doorway and reroofing to match extension material. The decision on this proposal was: Granted.

25.53 Correspondence and Information from Clerk

To receive and review the correspondence and information details and decide upon necessary actions attached.

25.53.1 Correspondence for discussion-

From	Details
Local Government Boundary Commissioning	Draft recommendation on division boundaries, comments welcome to 9.6.25. It was agreed that there were no concerns for Great Ayton.
C Loftus	Request for GAPC team to install swift boxes at GADC. Discussed earlier in the meeting.
Resident	Offer to contribute to cost of no overnight parking notices Low Green. RESOLVED: Clerk to thank the resident for the offer and inform of the costs incurred and welcome a contribution.
Resident	Complaint that motorhome owner carried chemical toilet to public toilet to dispose, concern of possible waste spillage and suggestion to prohibit this action.
Resident / lead of nature group	Concern on use of herbicides. Discussed earlier in the meeting.
Yatton House	Request for grass cutting - A cost was calculated for grass cutting at Yatton House. RESOLVED: The Parish Council could offer cutting at a cost of £75 per cut and would offer this fortnightly till October. This would be just the use of the large ride on grass cutter, no strimming etc. Gary Frankish had indicated that he could complete this at a cheaper cost. Clerk to inform.
3 Coasts vintage tractor visit	Request to visit High Green 19.6.25 at 10:30 for 45mins. RESOLVED: Approved and Chairmans allowance agreed for a donation of £50 to be made.
Resident	Concern re possible sewage waste in river Low Green – reported to Environment Agency and Clerk will progress.
Directors of Friends School	Request to close road in front of Richardson Hall for 1 week June/July, for painting, cherry picker to be used. RESOLVED: Approved
Meikles solicitors	Sale of 7 Firbank House, query on caution held by GAPC on property. The Chair informed that this was the first sale he was aware of on the road and that many houses round the old school area were subject to very long leases and some stipulations. Solicitors had asked for our permission and additional information on the matter had been requested.
Tees Rivers trust	Leven subgroup meeting 24 th June Stokesley Town Hall. Cllr Mason to attend, the Chair informed that there had been some previous mention of a formal footpath to span 100 yards by the side of the river where the grass was worn near the footbridge at Low Green in front of the Conservative Club. Clerk to forward recent previous minutes to Cllr Mason.

ACTION: Clerk

25.53.2 Correspondence for information

Resident	Signage request for notices on Little Ayton Lane resident unhappy with response from NYC
Resident	Query re grave reservation, resolved.
Resident	Response re bus service Gt Ayton to Northallerton, unhappy with NYC reply
GAPC report to NYC	Damage reported at white wooden bridge nr The Buck – repair completed.
NYC	Carriageway resurfacing Newton Road Phase 1 – 28.4.25 9:30-15:30 for 11 weekdays, Phase 2 - 12.5.25 full closure 19:00-00:00 5 weekdays, Phase 3 – 19.5.25 full closure 21:00-05:00 2 nights.
NYC	Lets Talk skills consultation ends 9.6.25.
Resident	Request for support finding relatives graves – being progressed.
NYC	10/10A High Street signage reduced, planning still being breached with barbers pole, required to move inside of building.
British Cycling events	Lloyds Tour of Britain Women cycle race. 5.6.25, stage 1 - from Dalby Forest to Redcar coming via Easby Lane, turning right onto the A173 and on to Guisborough, around 13:05 to 13:30. 6.6.25, stage 2 - from Hartlepool to Saltburn-by-the-Sea from Stokesley towards Guisborough, on the A173, around 12:30 and 12:50.

	The Chair stated that the green space on Langbaugh Close would be a safe viewing area to watch the race and the Clerk was asked to email local schools suggesting this area for a gathering to see people out in Great Ayton watching the event. ACTION: Clerk
Outstanding	
Resident	Request to have a commemorative bench Low Green looking towards Marwood Drive, to pay for new metal bench to replace an old wooden bench– Site meeting held, bench agreed needing replacing, Clerk to progress.
Rotary Club	Meeting held to agree position for metal seat in Waterfall Park to mark the occasion of celebrating 60 th year. Plinth to be installed soon.
Resident	Request for memorial bench or tree in memory of father, long history with Scouts and suggestions sent on using Scout meeting area or possible bench at rear of High Green

25.54 To receive reports/information from Councillors and decide upon necessary actions.

Item	Information	Action / Comments
25.54.1 Village Appearance and concerns	Waterfall Park	Information board renewal cost from Catch Design £700 plus VAT. RESOLVED: Cost approved with wording / pictures to be progressed. ACTION: Clerk
	Bins / Road sweeping	Progressing with NYC collection and renewal of bins at cricket club. Clerk to chase this again to see if there was any progress and copy Cllr Moorhouse into correspondence. ACTION: Clerk
25.54.2 Facilities	Cemetery	Further concerns regarding dog waste. Suggestion of locking all gates to Cemetery at same time as Play Park being locked. Councillors discussed concerns on locking gates which would stop loved ones entering the area when they wished. RESOLVED: To add additional new signage warning of the need to lock if the issues with dog waste continued. Cllr Greenwell to provide the Clerk with wording. ACTION: Cllr Greenwell
	Yatton House	Planning permission for container in place, cost received for groundworks which was approved. Grass cutting of site requested by Yatton House, Clerk to provide cost as discussed earlier in the meeting. ACTION: Clerk
	Play Area	Price requested for wood replacement on large climbing frame, Price received at a cost of £480 work Approved. New bin liner needed following fire in bin.
	Public conveniences	Painting quotes received to be considered – Councillors discussed if panelling could be used, as should have been completed when the toilets were upgraded. Clerk to progress quotes. Clerk to continue progressing commencing testing for L8 the control of legionellosis. ACTION: Clerk
25.54.3	Website / Social Media	Requirement for a clear vision and useable website and proposals to look at social media options. To include looking at emails. A report had been provided RESOLVED: To progress <ul style="list-style-type: none"> - Clerk to request log-in access for Cllr Mason and Cllr Healy-Dufosse Belton for the Parish Council website to see its functionality - Clerk to organise email address to be set up for Parish Councillor - Cllr Mason to progress the Parish Council creating a Vision and Mission. - Cllr Healy-Dufosse Belton to set up a business page on Facebook for Great Ayton Parish Council and add himself, Cllr Mason and the Clerk as administrators. Further works to the website to be on hold until the working party looks at the functionality. ACTION: Clerk/Cllr Mason/Cllr Healy-Dufosse Belton

Item	Information	Action / Comments
25.54.4 Village events	Food event Summer 2025	Event on 10.5.25 – Flyers had been delivered to local schools and posters displayed. The PA system to be purchased for the Parish Council was still being progressed, but this was not needed for this fete. Leven Sword were organising to dance at several spots in village across afternoon, entertainment was to be provided by several groups at the event. Crash Bang Wallop would be providing the PA system.
25.54.5 Updates from Parish Council team		No update

25.55 Financial Reports

To receive and approve items on the Accounts Report. Receipts and Payments to 6th May 2025 were **AGREED** as **RECEIVED** and it was **RESOLVED** that the payments list be signed as approved in accordance with Financial Regulations.

ACCOUNTS REPORT

Receipts

<u>Paid From</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
M&B Rea	February fees	28.2.25	£1340.00
M&B Rea	March fees	28.3.25	£3255.60
Allotment Plot 10b3	Plot half year and deposit	21.3.25	£39.38
Plaque for grave		1.4.25	£50.00
Lords Monument	Inscription added	2.4.25	£65.00
Buckley	Interment of ashes	8.4.25	£100.00
Hudson	Interment of ashes	9.4.25	£100.00
Allotment plot 68C	Plot half year and deposit	9.4.25	£39.38
Allotment plot 61D	Plot half year and deposit	14.4.25	£78.75
North East Granite	Headstone installed	16.4.25	£125.00
The Quarry Stone	Donation to Parish Council to display sign on High Green during fete	29.4.25	£10.00
Northern Electric	Wayleave agreement	29.4.25	£17.25
North Yorkshire Council	6 month precept	30.4.25	£92500.00
	TOTAL		£97720.36

Payments

<u>Paid to</u>	<u>Description</u>	<u>Date</u>	<u>Amount £</u>
A Livingstone	Microsoft 365 Personal annual renewal	17.4.25	£84.99
Radius UK Fuels	Diesel and unleaded for grasscutting	30.3.25	£83.81
YLCA	Annual membership subscription	1.4.25	£942.00
Catch design management	Renewal and annual hosting of Captain Cook website domain	1.4.25	£138.00
North Yorkshire Council	Advance charges for monthly bin collection	1.4.25	£71.51
Hope Education	30 Tork toilet rolls and copier paper	2.4.25	£162.18
Nat West	bank charges 1.3 – 4.4	5.4.25	£11.90
Radius UK Fuels	Diesel for grass cutting	6.4.25	£47.19
PPL PRS Ltd	Music licence for fete and carol service	9.4.25	£275.30
North Yorkshire Council	Payroll charges period 1.1.25-31.3.25	10.4.25	£22561.59
Valda Energy	electric parish council centre and cemetery	12.4.25	£27.18
Radius UK Fuels	Unleaded fuel for grasscutting	13.4.25	£41.90
Lex Autolease	Road fund licence recharge	15.4.25	£12.00
Lex Autolease	Van lease rental	16.4.25	£473.67
Climate Action Stokesley & Villages	Refund of money held from previous grant for	9.4.25	£484.53
Valda Energy	Electric charges toilet block	16.4.25	£42.09

Radius UK Fuels	Diesel for grass cutting	20.4.25	£42.98
BNP Paribas Leasing	Grasscutter monthly fee	18.4.25	£456.00
North Yorkshire Council	Annual charge for payroll – Clerk to check invoices prior to payment of this invoice.	23.4.25	£945.60
A Livingstone	Amazon Waterproof thermometer for legionellosis testing	29.4.25	£12.99
Cllr Blackmore	Printing flyers for fete		£60.04
Cllr Blackmore	Flyer QR generator fee		£26.40
		TOTAL	£27,003.85

Exclusion of the Press and Public - In accordance with Paragraph 1 (2) of The Public Bodies (Admissions to Meetings) Act 1960, the Parish Council can RESOLVE that the press and public be excluded from the meeting if required.

Cllr Blackmore left the meeting.

25.56 Financial Matters

25.56.1 Payroll SLA – North Yorkshire Council Payroll department had met with the Clerk and informed of a large increase in the cost for payroll. This was to increase by over 100%. RESOLVED: Councillors asked that costs were obtained from local accountants. **ACTION: Clerk**

25.56.2 Painting quotations for toilet block – Clerk to obtain additional quotations as the quotes received were felt to be excessive. **ACTION: Clerk**

Next Meeting –Tuesday, 3rd June 2025 7pm at the Discovery Centre.

Signature

Date

Clerk: Mrs Angela Livingstone – clerk@great-ayton.org.uk